

**The Villas at Apple Creek**  
**2021 Annual Meeting Minutes**  
**October 27<sup>th</sup>, 2021**

**Board Member Attendance:** Sue Trams, John Dregler, Greg Tate, Michael Bauer, Dorothy Nelson, Gary Kruger.

Jeff McLaughlin & Gretchen Davis from Pfefferle Management

- **Sue** Trams called the meeting to order at 6:00pm.
- **Jeff mentioned:** 101 owners represented in person and proxies.
- **Sue** asked about the meeting minutes from 2020- do to Covid – the meeting last year was a “walk thru”. The motion was made to accept the meeting minutes by Gary K. and second by John D. – All in favor of meeting minutes from 2020.
- **Open Forum:** We had two owners that asked to speak.
  - a. **Sheila Rose** (2329 E Sienna): was concerned about getting trimming shrubs and replacing flowers. The community did not replace any flowers this year in order to use money in other improvements.
  - b. **Dan Dickman** (2227 E Sienna) Asked if the Board could let the owners put potted plants on the outside of the sidewalk by the units during the spring, summer, and fall. He wants to review the rules.

There were no other owners that asked to speak. Open forum was closed at 6:15pm.

- **Thank you to two current members:** We have two candidates from the Board who have served their term- **Sue Trams and Gary Krueger**. Thank you to Sue and Gary for the help during the last two years.
- **Introduction of candidates for the Board of Directors:**
  - a. Gary Krueger: wants to run for another term.
  - b. Keith Uhlenbrauck: has had experience on other boards of condominiums has worked in business for a long time. He has lived at The Villas since 2014.

Sue asks the Owners if anyone would like to run for the board three times- nobody else asked about running. We have two people running for two positions.

One of the **owners** made a motion to accept the candidates as presented. This was second and approved by all the owners.

**Congratulations to Gary Krueger and Keith Uhlenbrauch-** our new Board members for 2022! They will work with Mike Bauer, John Drengler, Dorothy Nelson, and Greg Tate.

- **Financials/ Budget:** John Drengler –

### **2021 Financials & Activities**

- Overall Net Income for 2021 is budgeted for \$34,220
- We budgeted \$160,000 for Capital Improvements, with approx. \$70,000 of invoiced project work yet to be processed/paid in last four months.
- Key projects during year included: seal-coating of Tuscany, repairing storm sewers on Sienna, asphalt driveway replacements, drainage repairs and homeowner caulking, painting, gutter, patio and water remediation work.
- Capital Improvement projects have averaged \$169,000 over past four years.
- Total Operating Expenses have averaged \$348,700 over past four years.
- Water and Sewer bills added as monthly \$55 dues to assist homeowner budgeting and HOA cashflow. Income and expenses now more transparent.
- HOA Residential and Liability Insurance (State Farm) updated 8/31/21 to include an umbrella policy for total \$6M liability coverage. Total cost decreased from last year.
- Updated Reserve Study conducted in May. Anticipating start of major structural projects by 2025 (e.g. roofs); projects we should have \$800,000+ in Reserves by 2024
- Based on remaining capital improvement spend, our various Community First Credit Union Reserve accounts will have an estimated 12/31/21 balance of \$515,000

## 2022 Budget

- Includes an HOA fees increase of \$15 per month (\$305 per month total), starting January 2022. \$5 of increase will go to offset increases in operational expenses and \$10 of increase towards our build of Reserves. The Water Dues amount will remain at \$55 per month.

John asked Gretchen (accountant at Pfefferle) to discuss the appfolio portal – to pay your HOA fees and to communicate to all home Owners.

Document is attached.

- Overall Net Income budgeted \$21,919

- Capital Improvement projects budgeted \$185,000. Significant items: drainage and asphalt Building 3 'long drive': \$80,000; masonry/retaining wall repairs: \$26,000

Our estimated year end Reserve Income will be \$527,850

- Preparing five (5) year Reserve & Capital Improvement budget. This will require, starting in 2023 that we set aside Reserve Income for future, major capital projects – roofs, siding, drives/pavement.
- HOA Board, along with Pfefferle, Operational Improvements & Landscaping Committees will conduct performance reviews and solicit quotes for all significant operational and capital project activities.
- In order to improve the maintenance requests we are rolling out a form called: Preliminary- Work Request Form. This will be available in your portal on Appfolio, on the Villas website, and in the office at the clubhouse. The form will be received and discussed if it is something we can take care of or do we need capital or a 3<sup>rd</sup> party vendor. However, this is something that the owner will be informed what is happening.
- **President's Report: Sue Trams**
- Thanked everyone who currently volunteers for the Villas, starting with the Board of Directors. Moving on to the Committees, read each committee members name: Communications, Newsletter, Website and Directories; Project Managers; Rules Conformance Committee; Pool Crew; Library;

Social Committee; Welcoming Committee; Clubhouse After-Party Checking; ponds, Fountain Times; Clubhouse Inventory and purchasing.

- Noted that there are 152 units here at the Villas. One is a corporate unit and 64 are 'Singles'. Doing a little math, that means there are 238 people who reside at the Villas. If you add up all the current volunteers who we just recognized, you get 36 individuals. So out of the 238 residents here at the Villas, only 36 volunteer to help out. When we needed more help for the pool earlier this year, we asked for additional volunteers so we could keep the pool open every day. After several calls for volunteers, Bob & Dorothy Nelson stepped up to help and they already volunteer for other things. Out of the 200+ residents who don't currently volunteer, we should be able to find a few additional volunteers.
- You'll recall that Appleton had to cancel their Oktoberfest celebration this year and one of the main reasons was identified as Lack of Volunteers. I certainly hope that when requests for volunteers are issued in the future, that some of those 200+ residents will step up and volunteer. We will need volunteers in the future to keep the Villas as vibrant and beautiful as it is now. I'm sure there is an awful lot of talent among our residents and we need to tap into that in the future.
- Owner- Larry Decker (2210 E Tuscany) asked if he could speak about having committees- this helps to get the community come together and help each other. Landscaping, social and other committees are just a sample. He has items that he has learned over the years that can help the Villas.
- Thanked everyone again for coming and asked for a motion to adjourn the meeting.
- Sue made a motion to adjourn the meeting, second by Dorothy N. and the meeting was adjourned at 7:20pm.